

NH Fire Standards and Training Commission**MEETING MINUTES** (Not Approved)**September 2, 2021**

9:30AM – **Dormitory Building, Classrooms 5&6**

Action items are in bold red.

FST Commission members present:

Robert Buxton (Chair), Richard C. Bailey Jr., Jeffry Beard (late), Allan Clark, Robert Field, Kerry LeBlanc (late), Ronald Sebastian, Steve Sherman, Nancy Smith, Sean Toomey and Eric Wilking (11)

FST Commission members not present:

William Campbell, Jason Greene and J. Michael Joyal (3)

Division of Fire Standards and Training & EMS Staff:

Director Justin Cutting, Assistant Director Jeffrey Phillips, Bureau Chief Scott Doherty and Hayley O'Brien (4)

I. CALL TO ORDER

Item 1. The meeting was called to order at 9:30AM. Followed by the Pledge of Allegiance.

Item 2. Membership

- All members are aware of their expiration.

Item 3. Welcome Jeffry Beard from the Department of Education!

II. REPORTS

Item 1. Questions/comments regarding reports (Division, EMS, CB, FMO, Forest Protection, Curriculum)

- North Country round table meeting on a regular basis. Southwestern part of the State is up next. 21 Chiefs attended.
- Expired licenses shown for this year is based on a 2 year license renewal. Providers don't usually "give up their license" they let it expire.

Item 2. Waiver Report – nothing further to report.

Item 3. Legislative Report – Reported by AD Phillips

An updated Legislative Tracking Spreadsheet is dispersed to all members prior to the meeting.

- HB91 regarding death benefits for first responders who die by suicide has a division work session on September 14th at 1:15PM.
- SB133 was signed by the Governor. Allowing a letter of concern to be issued for an EMS investigation and repeal of replica effective in October. Our border states are not replica states.

- HB143 regarding the use of data expansion got removed out of that bill and will not go forward.
- HB343 regarding ambulance billing. Subcommittee meeting on September 21st at 11:30 AM. This could have significant impact with both fire & EMS in the State.

III. APPROVAL OF MINUTES

A motion was made (Field/Wilking) - *to approve the minutes for the June 3, meeting as presented; Sherman abstained, passed unanimously.*

IV. SUB-COMMITTEES

Item 1. Administrative Rules Sub-Committee – Reported by Commissioner Smith

- Inactive since Covid started. No report. Commissioner Smith reported that Director Cutting and Assistant Director Phillips will summarize where the subcommittee got to prior to covid and schedule a meeting prior to the next Commission meeting.

Item 2. Curriculum Review Sub-Committee - Reported by Commissioner Clark

- Curriculum Committee met September 1st. Unable to make quorum prior to this.
- Sat the visiting committee for NFPA 1021; 11 candidates expressed interest, the committee sat 9. Captain Cathy will be the representative from the Division, Allan Clark from the Commission, William Atkinson, Nashua Fire Department, Francis Enos, Goffstown Fire Department, John Ignatowicz, Pelham Fire Department, Derek Martel, Concord Fire Department, Adam Mills, Hampton Fire Department, James Paquette, Hudson Fire Department and Randall Trull, Durham Fire Department. Alternate; Timothy Joubert, Tilton-Northfield Fire Department. 3 members were not sat.
- Changes to DOAV; the inspection process will involve a checklist instead of memorization. CDL skill changed. This would put the Division in alignment with the existing test.
- Warrants and citations discussion, in favor of this with no significant issues.
- Instructor I was approved with class minimum changed to 5 and removal of fire academy tour. Instructor II was approved with class minimum changed to 5, removal of fire academy tour, add Instructor I as a prerequisite and only show Instructor II schedule and documentation. Instructor III was approved with class minimum to 5, add Instructor I & II as a prerequisite and only show Instructor III schedule and documentation.
- Suggestion made to appoint alternates to the sub committees to ensure efficiency in future meetings.
- Staff will work with Commissioner Smith to ensure compliance is met regarding subcommittee rules.

A motion was made (Field/Smith) - *to accept the Curriculum Committee's report; passed unanimously.*

A motion was made (Clark/Smith) – *to post the necessary public hearings for the curriculum committee's work;* passed unanimously.

Item 3. Visiting Committees:

- **Haz Mat NFPA 1072** – Reported by Commissioner Buxton
In a holding pattern until Captain Keller vacates his position.
- **Technical Rescue NFPA 1006** – Reported by AD Phillips
Nothing to report.
- **Fire Officer NFPA 1021** – Reported by Commissioner Clark
Nothing to report.
- **Instructor NFPA 1041** – Reported by Ron Sebastian
Nothing further to report. Commissioner Clark touched on this in his report above.

V. OLD BUSINESS

Item 1. Election of Chair

The nominating committee presented the one nomination recommendation to appoint Vice Chair Buxton as the Chair of the FST Commission.

A motion was made (Smith/Bailey) - *to appointment Robert M. Buxton as the Chairman of the FST Commission for the remainder of this term and next term;* passed unanimously.

Any nomination recommendations for the vice chair please reach out to Bob Field to appoint a Vice Chair in November. Also, the Coordinating Board has a vacancy for the Commission representative and interested parties should reach out to Bob Field as well.

Item 2. PFAS Update

Recommendation to continue doing the monitoring and install 11 or 12 wells. Recommending installation of a new monitoring well in between 2 of them. Monitoring would occur over a 2 or 3 year period and then come up with a remedial training recommendation. Spring & fall testing would be ideal to determine where everything is going.

VI. NEW BUSINESS

Item 1. FFI & FFII Retesting Policy

Policy 403.07 allows students additional attempts at written examinations based on approval by the Director and the Commission. The modified policy was distributed before the Commission meeting for the Commission members to vote on today. The Director reviewed the policy with the Commission members and identified the changes. A brief discussion ensued about the current retesting policy and how it relates to EMS retesting.

A motion was made (Clark/Smith) – *to accept the proposed changes as presented;* passed unanimously.

Item 2. Instructor Recruitment Retention Plan

The Division disseminated the Recruitment Retention Plan in advance, prior to this Commission meeting for Commissioners to review. Bureau Chief Scott Doherty then reviewed and presented the plan to all Commissioners. The Director and Assistant Director reached out to the stakeholders and collected information to then establish the plan. The ideal goal is to track what happens with instructors before the changes are made and then move forward with the goals of the Division to then implement it. The problem is clear that there is a shortage of instructors. A brief discussion ensued about comments and ideas from the Commissioners regarding the plan that was presented.

Item 3. Administrative Rule Change; Fee Structure

For Firefighter I and II; the initiative to add money to the budget for additional funds for cost reductions, good for 2 years. There is an issue with the fire fund that needs a long term fix.

Item 4. Warrants & Citations Class

Nothing further.

Item 5. Chpt. Fire 500 Ownership & Revocation of Certifications (**Non-Public Session**)

A motion was made (Bailey/Wilking) – *to enter non-public session regarding RSA 91-A:3, II(c) at 11:04 AM; passed unanimously.*

A motion was made (Bailey/Wilking) – *to leave non-public session and reconvene public session at 11:20 AM; passed unanimously.*

A motion was made (Field/Wilking) – *to seal the non-public session minutes because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board; passed unanimously.*

VII. GOOD OF THE ORDER**VIII. ADJOURNMENT**

A motion was made (Field/Sebastian) – *to adjourn the meeting at 11:22 AM; passed unanimously.*

NEXT MEETING: November 4, 2021 at 9:30 AM – Dormitory Building – Classrooms 5 & 6

(Minutes: Hayley O'Brien, Administrative Assistant)